

Panaji, 14th May, 2020 (Vaisakha 24, 1942)

SERIES I No. 7

# OFFICIAL GOVERNMENT OF GOA GAZETTE



PUBLISHED BY AUTHORITY

## NOTE

There are six Extraordinary issues to the Official Gazette, Series I No. 6 dated 07-05-2020, namely:—

1. Extraordinary dated 07-05-2020 from pages 101 to 102 Notification No. 120/03/JERC-FPPCA/CEE/Tech regarding Levy of FPPCA for 4th quarter of 2019-20 from Department of Power (Office of the Chief Electrical Engineer).

2. Extraordinary (No. 2) dated 08-05-2020 from pages 103 to 104, Notifications regarding constitution of courts from Department of Law & Judiciary (Law Establishment Division).

3. Extraordinary (No. 3) dated 09-05-2020 from pages 105 to 106, Notification No. 38/1/2017-Fin (R&C)/553 regarding Amendment to the Goa Value Added Tax Act, 2005 from Department of Finance (Revenue & Control Division).

4. Extraordinary (No. 4) dated 11-05-2020 from pages 107 to 112, Notification Nos. 15/1/2019-Fin (R&C)/554 and No. 5-7-2020-Fin (DMU) regarding Goa Excise Duty (Amendment) Rules, 2020 and Market Borrowing Programme of State Government 2020-21 from Department of Finance (R&C) & Debt Management Division respectively.

5. Extraordinary (No. 5) dated 12-05-2020 from pages 113 to 132, Notification No. 1/2/2020-Fin(R&C)/556 regarding Fixation of Rates of Excise duty, licence fee etc. from Department of Finance (Revenue & Control Division).

6. Extraordinary (No. 6) dated 13-05-2020 from pages 133 to 134, Notification No. 38/1/2017-Fin(R&C) (145) from Department of Finance (Revenue & Control Division) regarding appointment on which the Goa GST (4th Amendment) Rules, 2019 shall come into force.

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**GOVERNMENT OF GOA****Department of Animal Husbandry &  
Veterinary Services**Directorate of Animal Husbandry & Veterinary  
Services**Notification**

2-13-93-AH/2020-21/461

- Read: (1) Notification No. 2-13-93-AH/2013-14/650 dated 2nd May, 2013 published in Official Gazette, Series I No. 6 dated 9th May, 2013.
- (2) Order No. 1-1(5)2017-18/202 dated 11-04-2017.
- (3) Notification No. 2-13-93-AH/2019-20/4112 dated 30th October, 2019 published in Official Gazette, Series I No. 32 dated 7th November, 2019.

**SERVICE CHARGES**

Whereas the Government had notified the Service Charges for various services provided by the Directorate vide notification No. read at Sr. No. 1 above and further revised vide Order read at Sr. No. 2 and subsequently vide notification No. at Sr. No. 3 above.

And whereas, the Government is now pleased to further revise the Service Charges in public interest.

Now therefore:

(1) The item of revenue receipt at Sr. No. 4 and the revised rate is amended to read as under:-

Item of Revenue Receipt	Revised Rate
1	2
Sale of Fruits	(Minimum bid price)

**Each Mango tree Auction is for 3 years**

(It will be the sole responsibility of the successful bidder to prune, manure, removal of 'bendol'— parasitic plants.

No untoward harm/damage should be done to the plant in the process and no toddy tapping will be allowed). Bidders should quote for entire number of trees existing at the time

Rs. 1,200/-  
per tree for  
3 years.

1	2
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of bidding in that particular farm/  
/establishment.

**Each Coconut tree Auction is for 3 years**

(It will be the sole responsibility of the successful bidder to water, pest management, cleaning of crown after every plucking, dig circular trenches (Aali) and manure the plant.

No untoward harm/damage should be done to the plant in the process).

Bidders should quote for entire number of trees existing at the time of bidding in that particular farm/  
/establishment.

**Each Cashew tree Auction is for 3 years**

(It will be the sole responsibility of the successful bidder to undertake pest management and cleaning of bushes twice a year. He should also collect the cashew apples.

No untoward harm/damage should be done to the plant in the process).

Bidders should quote for entire number of trees existing at the time of bidding in that particular farm/  
/establishment.

Rs. 500/-

per tree for  
3 years

Rs. 150/-

per tree for  
3 years

(2) The item of revenue receipt at Sr. No. 7 and the revised rate is amended to read as under:-

Item of Revenue Receipt	Revised Rate
1	2
All types of Culled Poultry Birds	Rs. 75/- per kg. live weight

(3) The item of revenue receipt at Sr. No. 38 is amended to read as under:-

Issue of Health Certificates for any purpose including insurance, transport, etc. of large animals (including Cattle/Bufaloes, Horses, Sheep/Goat, Pigs & other animals other than Pet animals) within India.

(4) The item of revenue receipt at Sr. No. 39 is amended to read as under:-

Issue of Health Certificates for any purpose including insurance, transport, etc. of Pet animals within India.

The revision in Service Charges will come into effect with immediate effect.

By order and in the name of the Governor of Goa.

Dr. Santosh V. Desai, Director & ex officio Joint Secretary (AH).

Panaji, 6th May, 2020.

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Department of Civil Supplies and Consumer Affairs

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**Notification**

DCS/S/Ker/PF/2020-21/56

In pursuance of clause 3 read with sub-clause (d)(i) of clause 2 of Kerosene Fixation of Ceiling Price Order (1993), the Government of Goa hereby directs that maximum wholesale & retail price for domestic purpose of Superior Kerosene Oil stands revised as under with effect from 01-05-2020. This notification supersedes earlier notification No. DCS/S/KER/PF/2020-21/29 dated 17-04-2020.

Sr. No.	Taluka	Wholesale Price per Kilo litre including GST & Green Cess <i>Existing</i>	Wholesale Price per Kilo litre including GST & Green Cess <i>Revised</i>	Retail Price per litre including GST & Green Cess <i>Existing</i>	Retail Price per litre including GST & Green Cess <i>Revised</i>
1	Tiswadi	Rs. 26164.47	Rs. 14288.69	Rs. 30.31	Rs. 19.06
	Chorao	Rs. 26195.97	Rs. 14320.19	Rs. 30.31	Rs. 19.06
	Diwar	Rs. 26195.97	Rs. 14320.19	Rs. 30.31	Rs. 19.06
2	Salcete	Rs. 25590.75	Rs. 13714.97	Rs. 29.81	Rs. 18.56
3	Bardez	Rs. 26372.62	Rs. 14496.85	Rs. 30.56	Rs. 19.31
	Corjuvem	Rs. 26372.62	Rs. 14496.85	Rs. 30.56	Rs. 19.31
4	Mormugao	Rs. 25402.87	Rs. 13527.10	Rs. 29.56	Rs. 18.31
5	Ponda	Rs. 25694.40	Rs. 13818.63	Rs. 29.81	Rs. 18.56
6	Quepem	Rs. 25843.57	Rs. 13967.79	Rs. 30.06	Rs. 18.81
7	Bicholim	Rs. 26389.97	Rs. 14514.19	Rs. 30.56	Rs. 19.31
8	Pernem	Rs. 26780.25	Rs. 14904.48	Rs. 30.81	Rs. 19.56
9	Canacona	Rs. 26242.52	Rs. 14366.75	Rs. 30.31	Rs. 19.06
10	Sanguem	Rs. 26034.37	Rs. 14158.60	Rs. 30.31	Rs. 19.06
11	Sattari	Rs. 26242.52	Rs. 14366.75	Rs. 30.31	Rs. 19.06
12	Dharbandora	Rs. 26034.37	Rs. 14158.60	Rs. 30.31	Rs. 19.06

By order and in the name of the Governor of Goa.

Siddhivinayak S. Naik, Director & ex officio Joint Secretary (Civil Supplies & Consumer Affairs).

Panaji, 6th May, 2020.

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Department of Environment & Climate Change

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**Notification**

1/24/2010/STE-DIR/60

The following notification published in the Gazette of India is hereby published for the general information of public:-

1) S.O. 1422(E) dated 01-05-2020;

By order and in the name of the Governor of Goa.

Johnson B. Fernandes, Director/Jt. Secretary (Environment & CC).

Porvorim, 1st May, 2020.

MINISTRY OF ENVIRONMENT, FOREST  
AND CLIMATE CHANGE

**Notification**

New Delhi, the 1st May, 2020

S.O. 1422(E).— Whereas by notification of the Government of India in the Ministry of Environment and Forests number S.O. 19(E), dated the 6th January, 2011 (hereinafter referred to as the Coastal Regulation Zone Notification, 2011), the Central Government declared certain coastal stretches as Coastal Regulation Zone and restrictions were imposed on the setting up and expansion of industries, operations and processes in the said zone;

And whereas, the Central Government have received representations from various stakeholder including the State Governments regarding need for restricting demarcation of HTL in Khazan Land to the bund/slucice gate, and delineation of HTL and CRZ categories in the Sundarbans Biosphere Reserve under the provisions of the said notification;

And whereas, the National Coastal Zone Management Authority in its 39th meeting held on 13th January, 2020 had also decided that the above-mentioned issues need consideration;

And whereas, the Central Government, having regard to the provision of sub-rule (4) of rule 5 of the Environment (Protection) Rules, 1986, is of the opinion that it is in public interest to dispense with the requirement of notice under clause (a) of sub-rule (3) of rule 5 of the said rules for amending the said Coastal Regulation Zone Notification, 2011.

Now therefore, in exercise of the powers conferred by sub-section (1) and clause (v) of sub-section (2) of section 3 of the Environment (Protection) Act, 1986 (29 of 1986) read with clause (d) of sub-rule (3) of rule 5 of the Environment (Protection) Rules, 1986, the Central Government hereby makes the following further amendments in the Coastal Regulation Zone Notification, 2011, namely:—

1. In paragraph 2, the following proviso shall be inserted, namely:—

“Provided that in case there exists a bund or a sluice gate constructed in the past, prior

to the date of notification issued vide S.O. 114(E) dated 19th February, 1991, the HTL shall be restricted up to the line long along the bund or the sluice gate and in such a case, area under mangroves arising due to saline water ingress beyond the bund or sluice gate shall be classified as CRZ-IA irrespective of the extent of the area beyond the bund or sluice gate. Such areas under mangroves shall be protected and shall not be diverted for any developmental activities.”

2. In paragraph 7, in sub-paragraph (i), in clause A, in sub-clause (e), after the words “Biosphere Reserves”, the following shall be inserted, namely:—

“except in the case of the Sundarbans Biosphere Reserve, wherein, the categorization of CRZ and delineation of the HTL and CRZ boundaries shall be done in consonance with the provisions of the CRZ Notification, 2011.

*Note:* The CVCA delineated within the Sundarbans Biosphere Reserve shall be managed by the Integrated Management Plan prepared by the State Government and approved by the Central Government”.

3. Under paragraph 8.V relating to Areas requiring special consideration, in clause 3, for sub-clause (iv), the following sub-clause shall be substituted, namely:—

“(iv) the eco sensitive low lying areas which are influenced by tidal action known as khazan lands shall be mapped and in case there exists a bund or a sluice gate constructed in the past, prior to the date of notification issued vide S.O. 114(E) dated 19th February, 1991, the HTL shall be restricted up to the line long along the bund or the sluice gate and in such a case, area under mangroves arising due to saline water ingress beyond the bund or sluice gate shall be classified as CRZ-IA irrespective of the extent of the area beyond the bund or sluice gate. Such areas under mangroves shall be protected and shall not be diverted for any developmental activities”.

[F. No. 19-27/2015-IA III (pt)]

ARVIND KUMAR NAUTIYAL, Jt. Secy.



*Note:* The principal notification was published in the Gazette of India, Extraordinary, Part II, Section 3, Sub-section (ii), vide number S.O. 19 (E), dated the 6th January, 2011 and was last amended vide number S.O. 1002(E), dated 6th March, 2018.

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Department of Industries

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**Notification**

3/5/2018-IND/219

*Sub:* Assistance to register Geographical Indication (GI) and other Intellectual Property Rights (IPRs) Scheme, 2019.

The Government of Goa is pleased to frame the "Assistance to Register Geographical Indication (GI) and other Intellectual Property Rights (IPRs) Scheme, 2019 to provide financial assistance to the Goa State Council for Science and Technology (GSCST) for registering GI and necessary work pertaining to IPRs.

**1. Introduction and background:**

1.1 A Geographical Indication (GI) is a sign used on products that have a specific geographical origin and possess qualities or a reputation that are due to that origin. In order to function as a GI, a sign must identify a product as originating in a given place.

1.2 GIs are registered in relation to agricultural, natural or manufactured goods, including food stuff, handicrafts and handlooms, originating from a definite geographical territory. These GI products are distinguished by the uniqueness, reputation and linked to the concerned geographical area.

1.3 Intellectual Property Rights (IPRs) refers to the general term for the assignment of property rights which allow the holder to exercise a monopoly on the use of the item for a specified period. For this scheme IPRs will include patent, copyright, trademark, design and registration of plant varieties.

**2. Short title and commencement:**

2.1 This scheme shall be called Assistance to register Geographical Indication (GI) and other Intellectual Property Rights (IPRs)

Scheme, 2019 and shall come into effect from the date of publication in the Official Gazette, and shall remain in force for two years.

**3. Objectives:**

3.1 The Department of Science & Technology, Government of Goa has identified the Goa State Council for Science and Technology, which is registered society under the Department of Science & Technology, Government of Goa for filing GI applications of products including agricultural produce, food produce from Goa. The Council does the work of Patent Information Centre covering all of the above mentioned IPRs.

3.2 This scheme aims to provide financial assistance to the Goa State Council for Science and Technology for registering GI and necessary work pertaining to IPRs.

**4. Nature of Funding:**

4.1 Assistance in the form of subvention to Goa State Council for Science and Technology will be provided in the following manner:

a) A subvention not exceeding Rs. 63,000/- per registration of GI shall be provided.

b) In addition to (a), a fixed annual subvention not exceeding Rs. 6,45,000/- shall be provided.

c) The financial implication of the scheme is Rs. 15.00 lakhs per financial year.

**5. Procedure to file the Claims:**

5.1 For 4.1(a), the Goa State Council for Science & Technology shall file the claim with the Director, Directorate of Industries, Trade & Commerce, in the prescribed format with the approval of Director of Science and Technology, once the decision is taken to register a GI.

5.2 The claim for annual subvention as mentioned in 4.1(b) shall be filed in the prescribed format immediately after publication of this scheme, and thereafter at the beginning of every financial year.

5.3 The Goa State Council for Science & Technology shall submit the Utilisation Certificate in the Form G.F.R.-19A.

**6. Pattern of Assistance to provide financial assistance to the Goa State Council for Science and Technology for registering GI and necessary work pertaining to IPRs:**

6.1 The grants shall be utilised exclusively for the purpose for which it is sanctioned as mentioned as under:—

a) Fees towards Registration of each GI not exceeding—Rs. 63,000.00.

b) Administration Cost per year not exceeding—Rs. 6,45,000.00.

6.2 The grants shall be disbursed/ /sanctioned in one single installment to the Goa State Council for Science & Technology every year against the claim filed by the Goa State Council for Science & Technology.

6.3 The financial implication of the scheme is Rs. 15.00 lakhs per financial year.

6.4 The entire amount of the grants should be utilised only for the purpose for which it is sanctioned. Any portion of the grant, which is not ultimately required will be refunded to the Government. After 'utilizing/refunding' the above sanctioned amount an 'Utilisation Certificate' should be furnished to the sanctioning authority as required under Form **G.F.R.-19A**. The account of the Grantee in respect of this grant should be audited by the Government approved Auditor/Chartered Accountant concerned immediately after the end of the financial year on completion of one year for which the grant is sanctioned. The accounts of the grants shall be maintained separately and properly from its normal activities and submitted as and when required. They shall be open to a test check by the Comptroller and Auditor General of India at his discretion.

6.5 The Audited statement of accounts showing the expenditure incurred by the Grantee from the grants should be furnished to the Government within three months after the close of the financial year for which the grant is sanctioned together with a certificate from the Auditor to the effect that the grant was utilised for the purpose for which it was sanctioned.

6.6 A performance-cum-achievement report specifying in detail the achievements made by the Grantee with the Government grants/amount sanctioned should be furnished to concerned Department along with the audited statement of accounts.

6.7 No grant shall be allowed to be paid to any other Institutions/Voluntary Organisations out of this grant sanctioned by the Government.

6.8 The Grantee Institution must exercise reasonable economy, observe all financial rules as issued by the Government from time to time while incurring the expenditure.

6.9 In case of mis-utilisation of grants, the amount so misutilised shall be recovered from the Grantee Institution.

6.10 The amount remaining unspent out of this as mentioned at 6.1(a) one time grant shall be refunded back to the Government Treasury by Challan within 03 (three) months from the close of the financial year.

6.11 The amount shall be drawn from the Directorate of Accounts on presentation of the bill in Form GFR-32 duly countersigned by the Drawing and Disbursing Officer, Directorate of Industries, Trade and Commerce.

6.12 Expenditures related to this scheme shall be debited to the following Budget Head under **Demand No. 19**

2851 – Village and Small Industries;

00 – ;

101 – Industrial Estates;

02 – Subsidy Scheme for Industrial/  
/Investment Policy;

31 – Grant-in-Aid.

**7. Relaxation:**

7.1 The Government may relax any or all the conditions under this scheme.

**8. Interpretation:**

8.1 If any question arises, regarding interpretation of any clause, word, expression of this scheme, the decision shall lie with the Government, which shall be final and binding on all concerned.

**9. Removal of Difficulties:**

9.1 All issues relating to the eligibility, definition, operationalization, or issues on account of new situation arising due to certain circumstances, not envisaged at the time of formulation of this scheme would be resolved by the Government of Goa.

10. This has been issued with concurrence of the Finance (Expenditure) Department vide U. O. No. 1400047742 dated 04-02-2020.

By order and in the name of the Governor of Goa.

*A. S. Mahatme*, Under Secretary (Industries).

Porvorim, 30th April, 2020.



Department of Law & Judiciary

Law (Establishment) Division

Goa State Legal Services Authority

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**Notification**

GSLSA/GOA/Notification/2020

In exercise of the powers conferred under the provisions of section 29(A) of the Legal Services Authorities Act, 1987 and in consultation with the Hon'ble The Chief Justice of Bombay High Court, the Goa State Legal Services Authority is pleased to amend Regulation 13(1) of Chapter VII of the Goa State Legal Services Authority Regulation, 1998, as under:

13. *Meetings*.— (1) The Member Secretary of the State Authority, with the prior approval of the Executive Chairman, shall call meeting of the Authority at least once in four months and as and when the business may warrant.

By order and in the name of the Hon'ble The Chief Justice, High Court of Bombay and Patron-in-Chief of Goa State Legal Services Authority.

*Sayonara Telles Laad*, Member Secretary, GSLSA (District Judge Cadre)

Panaji, 24th March, 2020.

Department of Public Works

Office of the Principal Chief Engineer

—  
**Notification**

6/12/PCE/PWD/EO/2020-21/06

The Enlistment of Contractor in the Public Works Department (PWD)/Water Resources Department (WRD), Government of Goa, shall be governed as per the Revised "Rules of Enlistment of Contractors in PWD/WRD, Goa-2020 annexed hereto, with effect from the publication of this Notification in the Official Gazette.

The existing enlisted contractors in PWD/WRD, will be issued new enlistment in the respective classes by raising the tendering limit on payment of difference in fees as per new rules.

The old registration files and registers being voluminous in nature will be weeded out to generate new files/registers.

This Notification supersedes the existing Notification No. 7/10-5/2004-PWD/EC/114 dated 2-08-2004 and the Rules on the subject in force in the Public Works Department/Water Resources Department, Government of Goa.

By order and in the name of the Governor of Goa.

*U. P. Parsekar*, Principal Chief Engineer & ex officio Addl. Secretary (PWD).

Panaji, 8th May, 2020.

—  
**Rules of Enlistment of Contractors in PWD/WRD, 2020**

- 1.0 *Title*.— These rules shall be called the "Rules of Enlistment of Contractors in PWD/WRD, 2020" and shall come into force with effect from the date of publication of Notification.
- 2.0 *Short Title*.— Hereinafter these rules shall be referred to as "Enlistment Rules, 2020" for the sake of brevity.
- 3.0 *Repeal and Saving*.—
- 3.1 All rules regarding enlistment/renewal of contractors in PWD/WRD Goa existing

before coming into force of Enlistment Rules, 2020 are repealed.

- 3.2 Notwithstanding such repeal, the contractors already enlisted on the basis of rules hitherto in force shall continue to enjoy the status of enlisted contractors of PWD/WRD, Goa with their respective tendering limits of old registration till the period of such Enlistment expires, including renewal/extension granted before coming into effect of the Enlistment Rules, 2020. However, in regard to all other matters and further renewal/extension of their enlistment, they shall be governed by the Enlistment Rules, 2020.

Provided the eligible contractors enlisted in any of classes under Enlistment Rules, 2004 may apply for enlistment under Enlistment Rules, 2020 to be eligible for the new tendering limits, if they desire.

- 3.3 And also, notwithstanding such repeal, applications for enlistment received with all required documents on or before 30-09-2020 shall be processed on the basis of Enlistment Rules, 2004 and amendments issued from time to time and enlisted if found fit.

Note:-

1. Provision under para 3.3 above i.e. cases to be processed as per Enlistment Rules, 2004 related to eligibility criteria for Renewal/Enlistment. The existing tendering limit prior to coming into force of Enlistment Rules, 2020 shall be applicable to such cases except in the following cases:
  - i) For Class I-A (RBLD, BLDGS, WS & WWD, WR) in which case the limit of Rs. 20.00 crores shall apply with effect from 01-10-2020.
  - ii) For class I (FURNITURE), Rs 2.00 cr. limit shall apply from the date of notification of Enlistment Rules, 2020.

4.0 *Applicability.*— (a) Any Indian Individual, Sole Proprietorship Firm, Partnership Firm, Cooperative Society, Public Limited Company or a Private Limited Company whose directors/ /partners are not NRI or foreigners may apply for enlistment as a contractor in PWD/WRD under these Rules provided the eligibility criteria and other conditions are satisfied. The enlisted contractors have to abide by all the rules made herein and as amended from time to time during the currency of their enlistment.

4.1 No individual, or a firm/company having such individual as one of the partners/ /directors or a member of Co-operative Society, who is a dismissed Government servant; or removed from the approved list of contractors; or demoted to lower class; or having business banned/ /suspended by any Government department in the past; or convicted by a court of law shall be entitled for enlistment. However, cases where disciplinary action was taken against the contractor for a specified period and such penalty period is already over, his case for enlistment can be considered.

4.1.1 If two or more individuals form a partnership firm, and if any of the partners is having required work experience to become eligible for enlistment in any category in which enlistment is sought, their case shall be considered for enlistment of the partnership firm subject to fulfillment of other laid down criteria. Similarly, the past work experience gained from the works completed by the sole proprietor or any partner of new firm, provided he left or disassociated himself from his earlier firm shall also be considered in the same proportion of share of the applicant in that partnership firm.

4.2 No Engineer or any other Gazetted Officer employed in Engineering or Administrative duties in the Engineering



- Department of the Government of Goa is allowed to work in the PWD/WRD either as contractor or as employee of a contractor for a period of one year after his retirement from Government service unless he has obtained prior permission of Government of Goa to do so. Even after enlistment, if either the contractor or any of his employees is found to be a person who had not obtained the prior permission of Government of Goa as aforesaid, the name of the contractor shall be removed from the list of enlisted contractors.
- 4.3 A contractor is permitted to have enlistment in more than one category and under more than one enlistment authority but not in more than one class of the same category in PWD/WRD.
- 4.4 A contractor is not permitted to have enlistment in more than one name.
- 4.5 A partner of a firm or a Director of a company enlisted as a contractor cannot be a partner/director in any other enlisted firm/company in PWD/WRD.
- 5.0 *Scope.*— The enlistment of a contractor in PWD/WRD shall only entitle him to be considered for participation in tenders subject to the conditions laid down in each individual Notice Inviting Tenders. It shall not confer any right on him either to be necessarily issued the tender papers or for award of work.
- 5.1 No tender form shall be issued to a contracting firm unless it is registered in PWD/WRD, Goa in appropriate Class and Category except for specialized jobs, for which pre-qualifications and pre-conditions are required to be decided by the Head of the department of PWD/WRD, Goa.
- 5.2 The registered Contractor in PWD/WRD either individual, partnership firm or Company who have works in hand with total value of which is equal to or more than four times their tendering limit, in their names in each category viz. (i) Buildings (BLDGS), (ii) Roads, Bridges & Land Development (RBLD), (iii) Water Supply and Waste Water Disposal (WS & WWD), (iv) Water Resources Works including Hydraulics & Marine Works (WR), obtained from PWD/WRD, Goa shall not be entitled to have any fresh tender forms for further works in the same category unless they physically complete at least one works in hand.
- 6.0 *Enlistment Procedure.*— (i) For Fresh Enlistment the applicant/contractor shall have to submit the application in the prescribed Form (Annexure-I) to the enlistment authority along with all supporting documents duly attested as per Annexure-II.
- (ii) The applicant shall produce a Demand Draft for Rs.1500/- in favour of concerned University/Board towards process fee for verification of Degree/ /Diploma Certificate from respective University/Board in case of direct enlistment to a higher class on the basis of Technical partner or Individual.
- 6.1 Incomplete applications and applications not accompanied with necessary documents are liable to be rejected and will not be considered if the required balance documents are not produced by the applicant within 2 months from the date of intimation.
- 6.2 The enlistment authority shall have the right to independently verify the details furnished by the contractor and to get works done by the contractor inspected and/or to get such other reports as may be considered necessary.
- 6.3 All verification, submission of reports etc. are to be pursued by the applicant. Any delay on account of delay in verification, submissions of reports etc. shall not be the responsibility of the Enlistment Authority.
- 6.4 If the compliances sought either from the applicant or any other verifying authority is not received by the

- enlistment authority within a period of six months from the date of receipt of application, the said application shall stand cancelled and the applicant has to apply afresh.
- 6.5 If the enlistment authority finds the contractor suitable for enlistment, it shall issue the enlistment order and, otherwise, send a letter of rejection of the application to the contractor. The decision of the enlistment authority shall be final and binding on the contractor.
- 6.6 The Enlistment Authority PWD/WRD may modify and/or change the procedure/mode of submission of application to online for Enlistment/ Renewal by way of specific order to that effect. Any such order issued shall be binding on all the enlisted contractors/ new applicants.
- 7.0 *Enlistment period.*— The enlistment shall be valid for a period of five years. The enlistment can, however, be renewed in accordance with rules in this regard. Each renewal shall be for a period of five years from the date of expiry of the previous enlistment/ renewal. The enlistment shall be open to review by the enlistment authority and liable for termination, suspension or any other such actions, at any time if considered necessary by the enlistment authority, after issue of show cause notice.
- 8.0 *Categories & Classes.*— The enlistment shall be done in the following categories and classes and the tendering limits shall be as shown against each class.

Sr. No.	Category	Class (For all Categories)	Tendering limits (Rs. in lakhs) (For all categories)
I	All types of works (composite category)	I-AA (Super)	No Limit (Any Amount)
	(i) Buildings	I-AA	5000
	(ii) Roads, Bridges and Land Development	I-A I-B	2000 600
	(iii) Water Supply and Waste Water Disposal	II III	150 50
	(iv) Water Resources Works including Hydraulics & Marine Works.	IV V	15 5
II	Electrical	I-A I-B II III IV	No Limit (Any Amount) 200 50 15 5
III	Furniture	I II III IV	200 * 50 15 5

\* Can be relaxed with the approval of the Government (refer clause 32.0)

- 8.1 *Tendering Limits.*— Tendering limit for different categories and class as per 'Enlistment Rules, 2020', will be applicable to all contractors enlisted under these rules.
- 8.2 Registered office of the contractor has to be in the State of Goa as jurisdiction for registration of class and category in which enlistment is sought. Also, it shall be registered with Shops & Establishment Act and licensed with local bodies.
- 8.3 The contractor shall be governed by the provisions existing at a particular point of time irrespective of when he was/they were enlisted and the contractor will have to comply with requirement as per new Enlistment Rules, 2020 within a period of 1 year.
- 9.0. *Authorities for Enlistment.*— The Principal Chief Engineer, PWD-Goa and the Chief Engineer, WRD-Goa shall be the appropriate authorities for Enlistment/Renewal of registration of Contractors in their respective departments. The Enlistment Authorities shall constitute a Committee for the purpose of Enlistment/Renewal of registration of contractors.
- 10.0 *Eligibility Criteria.*— The contractors shall have to satisfy the minimum eligibility criteria specified as detailed below, before they can be considered for enlistment under the respective Categories and Classes. All contractors are expected to keep abreast with enlistment/renewal rules modified from time to time and comply with.

## COMPOSITE CATEGORY

## CLASS I-AA (Super)

- (a) Registration under this class shall enable the contractor to take up works in any of the categories viz. BLDGS/RBLD/WS&WWD/WR/Electrical.
- (b) Contractors desiring enlistment in this class should be a Private Ltd. Company having a Permanent Engineering

Organization with built-in Architectural section, Design section and Quality Control section. They should have sufficient machinery and tools, etc. at their disposal for which they should also submit details. They should also submit along with their application, full details about their Engineering Organization and Tools and Machinery as listed in Table I of the Enlistment Rules, 2020 along with muster roll of salaries paid to the technical staff for last one year.

- (c) The applicant should have successfully completed at least three works of Central/State Government Departments, Government Organizations/Autonomous Bodies/Corporations of composite nature or in any of the categories viz. BLDGS/RBLD/WS&WWD/WR/ Electrical each costing not less than Rs. 4500.00 lakhs during the last five years, on the date of application. The applicant shall submit along with the application the certificates of the aforesaid works from the clients in the prescribed Proforma (Annexure-IV) in original.
- (d) The applicant should furnish a Solvency Certificate for not less than Rs. 4000 lakhs respectively in the prescribed Proforma (Annexure-V-A) from his bankers. Such Certificate shall be issued by a Scheduled Bank and shall be submitted, in original, in a Bank sealed cover, addressed to the Enlistment Authority.

## CATEGORIES:

- (i) BUILDINGS (BLDGS)
- (ii) ROADS, BRIDGES AND LAND DEVELOPMENT (RBLD)
- (iii) WATER SUPPLY AND WASTE WATER DISPOSAL (WS&WWD)
- (iv) WATER RESOURCES WORKS INCLUDING HYDRAULICS & MARINE WORKS (WR).

## CLASS I-AA/I-A/I-B

- (a) Contractors desiring enlistment in this class should have a Permanent

Engineering Organization capable of dealing with large works in all their stages. They should have sufficient machinery and tools, etc. at their disposal for which they should also submit details. They should also submit along with their application, full details about their Permanent Engineering Organization and Tools and Machinery as listed in Table I of the Enlistment Rules, 2020 along with muster roll of salaries paid to the staff for last one year.

- (b) The applicant should have successfully completed at least three works of Central/ State Government departments, Government Organizations/Autonomous Bodies/Corporations in the respective category viz. BLDGS/RBLD/WS&WWD/ /WR each costing not less than Rs. 1500.00/500.00/100.00 lakhs respectively during the last five years, on the date of application. The applicant shall submit along with the application the certificates of the aforesaid works from the clients in the prescribed Proforma (Annexure-IV) in original.
- (c) The applicant should furnish a Solvency Certificate for not less than Rs. 2000.00/ /1000.00/300.00 lakhs respectively in the prescribed Proforma (Annexure-V-A) from his bankers. Such Certificate shall be issued by a Scheduled Bank and shall be submitted, in original, in a Bank sealed cover, addressed to the Enlistment Authority.
- (b) The applicant desiring enlistment in this class should have satisfactorily executed/ completed at least three works of Central/ State Government departments, Government Organizations/Autonomous Bodies/Corporations in the respective category viz. BLDGS/RBLD/WS&WWD/ /WR each costing not less than Rs. 30.00 lakhs respectively during the last five years, on the date of application. The applicant shall submit along with the application the certificates of the aforesaid works from the clients in the prescribed Proforma (Annexure-IV) in original.

OR

- (b) The applicant having no past experience of works shall also be eligible for enlistment in this class provided—
  - (i) The applicant furnishes a Working Capital Certificate for not less than Rs.50.00 lakhs respectively in the prescribed Proforma (Annexure-V-B) from his bankers. Such Certificate shall be issued by a Scheduled Bank and shall be submitted, in original, in a Bank sealed cover, addressed to the Enlistment Authority.
  - (ii) Details of qualification needed by the individual or partners of the firm as per Table-I of Enlistment Rules, 2020. Technical partners or engineers have to submit continuous residency in the state of Goa of 5 years prior to date of application.

## CLASS II

- (a) Contractors desiring enlistment in this class should have a Permanent Engineering Organization capable of dealing with large works in all their stages. They should have sufficient machinery and tools, etc. at their disposal for which they should also submit details. They should also submit along with their application, full details about their Engineering Organization and Tools and Machinery as listed in Table I of the Enlistment Rules, 2020.

## CLASS III/IV

- (c) Contractors desiring enlistment in this class should have sufficient machinery and tools, etc. at their disposal for which they should also submit details. They should also submit along with their application, full details about their Engineering Organization and Tools and Machinery as listed in Table I of the Enlistment Rules, 2020.
- (d) The applicant desiring enlistment in this class should have satisfactorily executed/ completed at least three works of/



/Central/State Government departments, Government Organizations/Autonomous Bodies/Corporations in the respective category viz. BLDGS/RBLD/WS&WWD/WR each costing not less than Rs.10.00/03.00 lakhs respectively during the last five years, on the date of application. The applicant shall submit along with the application the certificates of the aforesaid works from the clients in the prescribed Proforma (Annexure-IV) in original.

OR

- (c) The applicant having no past experience of works shall also be eligible for enlistment in this class provided –
- (iii) The applicant furnishes a Working Capital Certificate for not less than Rs. 20.00/3.00 lakhs respectively in the prescribed Proforma (Annexure-V-B) from his bankers. Such Certificate shall be issued by a Scheduled Bank and shall be submitted, in original, in a Bank sealed cover, addressed to the Enlistment Authority.
- (iv) Details of qualification needed by the individual or partners of the firm as per Table-I of Enlistment Rules, 2020.

#### CLASS – V

- (a) This class of contractors will include petty suppliers as well as those who may be carrying out petty repair works. It is not necessary to have any qualification for applicant for enlistment in this class.
- (b) The applicant shall furnish a Working Capital Certificate for not less than Rs.1.00 lakh in the prescribed Proforma (Annexure-V-B) from his bankers. Such Certificate shall be issued by a Scheduled Bank and shall be submitted, in original, in a Bank sealed cover, addressed to the Enlistment Authority.

Special Sub-Category under WS&WWD and RBLD

- WS&WWD (supply of staff workers and security)
- RBLD (supply of Road Safety equipment and safety Audit)

#### CLASS II/III/IV

- (a) Applicants desiring enlistment in this sub-category should have satisfactorily executed/completed at least three works of Central/State Government departments, Government Organizations/Autonomous Bodies/Corporations in the respective category viz. BLDGS/RBLD/WS&WWD/WR each costing not less than Rs.30.00/10.00/03.00 lakhs respectively during the last five years, on the date of application. The applicant shall submit along with the application the certificates of the aforesaid works from the clients in the prescribed Proforma (Annexure-IV) in original.
- (b) The applicant furnishes a Working Capital Certificate for not less than Rs. 50.00/20.00/3.00 lakhs respectively in the prescribed Proforma (Annexure-V-B) from his bankers. Such Certificate shall be issued by a Scheduled Bank and shall be submitted, in original, in a Bank sealed cover, addressed to the Enlistment Authority.

#### ELECTRICAL –

##### CLASS – I-A/I-B

- (a) Applicant desiring enlistment in this class should have a Permanent Engineering Organisation capable of dealing with large works in all their stages, possessing a valid Electrical License from Goa Licensing Board. They should have sufficient machinery and tools, etc. at their disposal. They should also submit along with their application, full details about their Engineering Organization and Tools and Machinery as listed in Table I of the Enlistment Rules, 2020.

- (b) The applicant should have successfully completed at least three works of Central/State Government departments, Government Organizations/Autonomous Bodies/Corporations each costing not less than Rs.100.00/25.00 lakh during the last five years, on the date of application. The applicant shall submit along with the application the certificates of the aforesaid works from the clients in the prescribed Proforma (Annexure-IV) in original.
- (c) The applicant should furnish a Solvency Certificate for not less than Rs.100.00/50.00 lakh in the prescribed Proforma (Annexure-V-A) from his bankers. Such Certificate shall be issued by a Scheduled Bank and shall be submitted, in original, in a Bank sealed cover, addressed to the Enlistment Authority.

## CLASS – II/III

- (a) Applicant desiring enlistment in this class should possess a valid Electrical Licence from Goa Licensing Board. They should also submit along with their application, full details about Tools and Machinery as listed in Table I of the Enlistment Rules, 2020.
- (b) The applicant should have successfully completed at least three works of Central/State Government departments, Government Organizations/Autonomous Bodies/Corporations each costing not less than Rs.10.00/3.00 lakh respectively during the last five years, on the date of application. The applicant shall submit along with the application the certificates of the aforesaid works from the clients in the prescribed Proforma (Annexure-IV) in original.

OR

- (b) The applicant having no past experience of Electrical works shall

also be eligible for enlistment in this class provided –

- (i) The applicant furnishes a Working Capital Certificate for not less than Rs. 20.00/5.00 lakh respectively in the prescribed Proforma (Annexure-V-B) from his bankers. Such Certificate shall be issued by a Scheduled Bank and shall be submitted, in original, in a Bank sealed cover, addressed to the Enlistment Authority.
- (ii) Details of qualification needed by the individual or partners of the firm as per Table-I of Enlistment Rules, 2020.

## CLASS IV

- (a) They must have valid Electrical Licence from Goa Licensing Board. They should have sufficient machinery and tools, etc. at their disposal, for which they should also submit details as listed in the Table-I of Enlistment Rules, 2020.
- (b) This class of contractors will include petty suppliers as well as those who may be carrying out petty repair works. It is not necessary to have any qualification for contractors for enlistment in this class.
- (c) The applicant shall furnish a Working Capital Certificate in the prescribed Proforma (Annexure-V-B) for not less than Rs. 2.00 lakh from his bankers. Such certificate shall be issued by a scheduled bank and shall be submitted, in original, in a bank sealed cover addressed to the Enlistment Authority.

## FURNITURE –

## CLASS – I

- (a) Applicant desiring enlistment in this class should possess properly fitted wood workshop with sufficient large stock of timber. They should have paint, polish and other finishing equipment and they should employ

designers who are capable of producing well thought out schemes for furnishing large buildings.

- (b) The applicant should have successfully completed at least three works of Central/State Government departments, Government Organizations/Autonomous Bodies/Corporations each costing not less than Rs. 20.00 lakh and aggregate of all works executed should not be less than Rs. 80.00 lakh during the last five years, on the date of application. The applicant shall submit along with the application the certificates of the aforesaid works from the clients in the prescribed Proforma (Annexure-IV) in original.
- (c) The applicant should furnish a Solvency Certificate for not less than Rs.50.00 lakh in the prescribed Proforma (Annexure-V-A) from his bankers. Such Certificate shall be issued by a Scheduled Bank and shall be submitted, in original, in a Bank sealed cover, addressed to the Enlistment Authority.

#### CLASS – II/III

- (a) Applicant desiring enlistment in this class should have a wood workshop, maintain a sufficient stock of timber and have arrangements for production of good quality furniture. They should also have adequate arrangements for good quality polishing and painting.
- (b) The applicant should have successfully completed at least three works of Central/State Government departments, Government Organizations/Autonomous Bodies/Corporations each costing not less than Rs.10.00/3.00 lakh respectively and the aggregate of all works executed should not be less than Rs.35.00/10.00 lakh respectively during the last five years, on the date of application. The applicant shall

submit along with the application the certificates of the aforesaid works from the clients in the prescribed Proforma (Annexure-IV) in original.

- (c) The applicant should furnish a Working Capital Certificate for not less than Rs.15.00/3.00 lakh respectively in the prescribed Proforma (Annexure-V-B) from his bankers. Such Certificate shall be issued by a Scheduled Bank and shall be submitted, in original, in a Bank sealed cover, addressed to the Enlistment Authority.

#### CLASS – IV

- (a) This class of contractors will consist of petty suppliers engaged in the trade of furniture supply.
- (b) The applicant shall furnish a Working Capital Certificate in the prescribed Proforma (Annexure-V-B) for not less than Rs.1.00 lakh from his bankers. Such certificate shall be issued by a scheduled bank and shall be submitted, in original, in a bank sealed cover addressed to the Enlistment Authority.

- 11.0 The works should have been executed in the same name and style in which the enlistment is sought.
- 11.1 If the number of original partners of a firm reduces to less than half due to any reason including death of partner(s)/ death of sole proprietor in case of sole proprietorship firm, the enlistment of the firm shall be withdrawn. Original partners means constituents at the time of Enlistment and those who have remained as constituent for more than 5 years.
- 12.0 *Earnest Money Deposit.*— Contractors desiring enlistment shall be required to deposit earnest money with each tender as prescribed in the tender documents.
- 13.0 *Security Deposit.*— The security deposit will be collected by deductions from the

running bills of the contractors as specified in the tender documents and the earnest money, if deposited at the time of tender, will be treated as part of security deposit.

14.0 *Employment of Technical Staff and Tools and Machinery.*— Contractors enlisted in Class II, III and IV under Buildings, Roads, Bridges & Land Development,

Water Supply & Waste Water Disposal, Water Resources Works including Hydraulics & Marine Works, Electrical categories shall be required to employ technical staff of respective branch whenever they execute works in the Department as mentioned in Table I of Enlistment Rules and also as per agreement.

15.0 *Enlistment fee.*— The contractor shall pay Registration/Renewal fees (non-refundable) for enlistment as contractors in Public Works Department/Water Resources Department, Goa for different classes of contractors, as shown in the Schedule below:

Class of Registration	Fees for fresh Registration /Upgradation (Reg. validity for 5 years)	Fees for Renewal (Reg. validity for 5 years)
I-AA (Super)	Rs. 1,00,000-00	Rs. 50,000-00
I-AA	Rs. 75,000-00	Rs. 37,500-00
I-A	Rs. 60,000-00	Rs. 30,000-00
I-B	Rs. 50,000-00	Rs. 25,000-00
II	Rs. 30,000-00	Rs. 15,000-00
III	Rs. 20,000-00	Rs. 10,000-00
IV	Rs. 10,000-00	Rs. 5,000-00
V	Rs. 5,000-00	Rs. 2,500-00

Issue of Application form

Rs. 500-00

For issue of duplicate license

Rs. 5000-00

Deletion/Incorporation of partner/director/member of society

Fees applicable for renewal of registration in the respective class

Conversion of registration i.e. from Individual to Partnership or Private/Public Limited Company and vice-versa.

—do—

*Note:*- If change of partners or conversion of registration is being done at the time of renewal or upgradation of licence, the above fees will be in addition to the renewal/upgradation fees as the case may be.

16.0 *Income Tax/GST Clearance.*— The Contractor shall produce a copy of the Permanent Account Number (PAN) issued by Income Tax Department along with his application for enlistment. In case of individual contractor the PAN shall be in his own name and in case of Partnership Firm/Company the PAN shall be in the name of the Firm/Company. After enlistment, he shall

have to file his Annual Income Tax Returns with the Income Tax Department every year and submit the copy of the same to the enlistment authority by the end of December every year. Failure to do so without any justifiable reason will render the Contractor liable to be removed from the approved list of Contractors. In case of partnership firms Income Tax/Sales Tax



- Returns shall be filed in the name of the firm and in case of Company in the name of the Company. The rules of GST will be applicable as per the notification of the Government.
- 16.1 The contractors listed under Class I-AA(Super), I-AA, I-A and I-B shall be issued a contractor card. They are required to produce all the documents listed under Annexure XI to get the contractor card revalidated every year in the month of December. If the contractor fails to do so, he/they shall not be entitled for participation in the tender process thereafter.
- 17.0 *Electrical License.*— The Contractors of Electrical category shall have to produce valid electrical license of appropriate voltage from the competent authority (Goa Licensing Board) in the name of the applicant contractor/partnership firm/company. They shall keep valid license throughout the period of enlistment by getting it renewed at suitable intervals and submit an attested copy of the same to the enlistment authority after each renewal.
- 18.0 *Changes in Constitution of firm.*— The Contractor/firm shall not modify the existing partnership or enter into any fresh partnership without prior approval of the enlistment authority. Such proposal, if any, shall be submitted in advance giving full details of the intended partnership/sole proprietorship along with the draft Partnership Deed/Affidavit and documents as per Annexure-VI. Any change in status of the contractor as an "Individual" or in constitution of firm without prior approval of the enlistment authority will render the Contractor/firm liable to be removed from the approved list of contractor.
- 18.1 If a firm is converted in two or more firms by any action of its partners, the new firm(s) or any separated partner(s) in his (their) individual/joint capacity shall have to apply for the enlistment afresh on the basis of work experience gained as a separate entity.
- 18.2 If new partners are taken in the firm, each new partner shall have to satisfy the eligibility conditions mentioned in Rule 4.0.
- 19.0 *Change in Address.*— (a) while applying for enlistment, the contractor should mention address of his registered office as well as Head Office. The applicant should also mention local address in the enlistment form along with supporting documents, for issuing on-line challan, etc. All documents i.e. Bankers' Certificate, Pan Card, GST, Income Tax Returns, etc. should bear one of the above addresses, otherwise the same shall not be accepted.
- (b) The contractor shall intimate the change, if any, in any of the above addresses, in advance or maximum within one month of such change along with supporting documents. Failure to do so may result in removal of his name from the approved list of contractors.
- 20.0 *Near Relatives Working in PWD/WRD.*— Contractors whose near relatives are Divisional Accountant or Engineering Officers between the grades of Chief Engineer and Junior Engineer (both inclusive) in the Public Works Department (PWD)/Water Resources Department (WRD) will not be allowed to tender for works if the Circle/Division is responsible for award and execution of contract is the one where the near relative is working. For this purpose a near relative shall mean wife, husband, parents, children, brothers, sisters, and their corresponding in-laws.
- 21.0 *Review of Approved List of Contractors.*— The contractor shall be required to secure works of appropriate magnitude in PWD/WRD during the enlistment /renewal period. Contractors shall be liable to be weeded out for

non-observance of enlistment rules. For this purpose the enlistment authority shall have the power to periodically review the approved list of contractors.

22.0 *Renewal of enlistment.*— The validity of initial enlistment of the contractor shall be for a period of 5 years. It shall, however, be renewed on merits if desired by the contractor.

22.1 Only the contractor who has secured at least one work of the quantum equivalent to the tendering limit of the next lower class from Goa State Government department/Goa Government Organizations/Autonomous Bodies/Corporations in the respective category viz. BLDGS/RBLD/WS&WWD/WR/ELECT/FURN during the period of enlistment or last renewal period of enlistment, as the case may be, shall be considered for renewal.

22.2 In case they fail to secure any work, they should at least produce three certificates each not less than the quantum equivalent to the tendering limit of the next lower class in the prescribed Proforma (Annexure-X) from Goa State Government departments, Goa State Government Organizations/Autonomous Bodies/Corporations in the respective category viz. BLDGS/RBLD/WS & WWD/WR/ELECT/FURN during the period of enlistment or last renewal period of enlistment, as the case may be, certifying therein that they have participated in tendering and submitted their valid tenders with EMD and other necessary requisites. Based on such documentary proof, their registration shall be considered for renewal.

*Note:-* If the tendering limit of next lower class is Rs. 50.00 lakhs, then the contractor has to submit a work secured certificate of Rs. 50.00 lakhs or three works participation certificates each work not costing less than Rs. 50.00 lakh as required under Clause 22.1 or 22.2.

23.0 *Application for Renewal.*— The contractor shall apply for renewal for his

enlistment in the prescribed Form 'Annexure VIII' along with all documents as per Annexure IX so as to reach the Enlistment Authority at least 2 months before expiry of his enlistment without any late fee.

23.1 In cases where the application is received after date of expiry of enlistment/renewal, but within three months of expiry, the application can be accepted with late fee of 50% of the normal renewal fees. Applications received, thereafter, shall not be accepted and contractor should apply for fresh enlistment, as per rules.

23.2 *Enlistment/Renewal fee.*— The Enlistment/Renewal fee is payable in cash in the State Bank of India, (Treasury Branch) on receipt of the challan from the Enlistment Authority or as decided by the Government/Enlistment Authority.

24.0 *Performance Reports/Inspection Reports.*—

24.1 The contractor should fill up the details of each work, of appropriate magnitude, secured by him during the last renewal/enlistment period, in the proforma as given in Annexure VII including works awarded and not executed by him alongwith justified reasons for abandoning the work.

24.2 The list should include all works secured by him during the above mentioned period. In case, the contractor hides any information, his renewal will be liable to be cancelled.

24.3 The registration of the contractor is liable to be suspended or cancelled in case of abandoning the work or not executing as per agreement without any valid reasons certificate to that effect shall be produced from the concerned authority and the decision of Registering Authority is final in such cases.

25.0 *Contractor's obligations.*— The contractor should fulfill all his obligations

under these rules in time and manner as specified, failing which he shall be liable for the action as mentioned therein. Some of the obligations are summarized below:-

- (a) Prior approval shall be obtained from the enlisting authority before changing the name or constitution of the firm/company.
- (b) Intimation of change of address should be given in advance or within one month of such change.
- (c) He/They shall continue to possess, throughout the period of enlistment/ /renewal, a valid electrical licence of appropriate voltage issued by competent authority (Goa Licensing Board).
- (d) He/They should secure works of specified magnitude during the period of enlistment/renewal as provided in Para 22.1/22.2 above.
- (e) He/They shall abide by all Enlistment Rules, 2020.
- (f) He/They should not indulge in unethical practices and maintain good conduct.
- (g) He/They shall execute the works awarded to him/them strictly as per the terms and conditions of the contract and specifications.

26.0 *Disciplinary Actions.*— The contractor shall have to abide by all the rules of enlistment and also by the terms and conditions of the contract and the Notice Inviting Tenders. He/They shall have to execute the works as per contract on time and with good quality. The enlisting authority shall have the right to demote a contractor to a lower class, suspend business with him/them for any period, debar him/them or remove his/their name from the approved list of contractors indefinitely or for a period as decided by enlisting authority after issue

of show cause notice. Decision of the enlisting authority shall be final and binding on the contractor. The following actions of the contractor shall, in general, make him/them liable for disciplinary actions.

26.1 *Demotion to a lower class.*— The contractor shall be liable for demotion to a lower class, by the enlisting authority, if he/they:

- a) fails to execute a contract or executes it unsatisfactorily or is proved to be responsible for constructional defects; or
- b) no longer has adequate equipment, technical personnel or financial resources; or
- c) is litigious by nature; or
- d) violates any important condition of contract; or
- e) his/their staff misconducts or misbehaves with PWD/WRD officials
- f) is responsible for a conduct which may justify his demotion to a lower class; or
- g) any other reason which in view of enlisting authority is adequate for his/their demotion to a lower class.

26.2 No contractor, who is demoted to a lower class, shall be eligible for registration/ /enlistment to a higher class for a minimum period of five years from the date of such demotion.

26.3 *Suspension of Business.*— (a) Whenever adverse reports related to adverse performance, misbehavior, direct or indirect involvement in threatening, making false complaints, filing legal suites for frivolous reasons, hampering tender process or execution of contract or any act, omission or commission etc. damaging the reputation of department /officer or any other type of complaint considered fit by enlistment authority,

are received from more than one officer or at more than one occasion from individual officer of PWD/WRD works for various classes/categories of contractor, sale of tender to such PWD/WRD contractors shall be suspended immediately by the Enlisting Authority pending full enquiry into the allegations and decision by the empowered committee as indicated.

- (b) The Committee will decide the case in time bound manner from the date of issuance of letter of suspension of sale of tender to the contractor.
- (c) If any of the charges are established then this would result in banning of business with the contractor for the period as decided by Enlistment Authority.
- (d) Business may also be suspended with a contractor up to a period of one year in case the contractor fails to start the work after the award on two occasions.

26.4 *Removal from the approved list.*— The name of the contractor may be removed from the approved list of contractors, by the enlisting authority, if he/they:

- (a) Has/have, on more than one occasion, failed to execute a contract or has executed it unsatisfactorily; or
- (b) is proved to be responsible for constructional defects in two or more works; or
- (c) persistently violates any important conditions of the contract; or
- (d) fails to abide by the conditions of enlistment; or
- (e) is found to have given false particulars at the time of enlistment; or
- (f) has indulged in any type of forgery or falsification of records; or
- (g) changes constitution of the firm or Individual or changes the name of the

firm without prior approval of the enlistment authority; or

- (h) changes permanent address/ /business address without intimation to the enlistment authority; or
- (i) is declared or is in the process of being declared bankrupt, insolvent, wound up, dissolved or partitioned; or
- (j) persistently violates the labour regulations and rules; or
- (k) is involved in complaints of serious nature received from other departments which prima facie appear to be true; or
- (l) default in settlement of tax dues like income tax, contract tax, sales tax, octroi, duties etc.; or
- (m) has already been demoted for other reason(s); or
- (n) ceases to fulfill eligibility criteria based on which enlistment/renewal was done; or
- (o) Does not start the work after the same is awarded to him/them on three occasions.

26.5 If the name of the contractor is removed from the approved list by the Enlistment Authority under any of the sub-clauses (a) to (o) of Clause 25.4 above, the contractor shall not be entitled for re-enlistment.

27.0 *Demotion to a lower class on request.*— In case, the contractor himself seeks demotion to a lower class on account of non-fulfillment of renewal criterion, the enlisting authority of Class in which he/ they is/are enlisted, on being satisfied prima-facie, of the contractor fulfilling the requirements of enlistment to a lower class, may renew the enlistment in the lower class for a period of one year to enable the contractor to obtain fresh



- enlistment in such lower class with concerned enlisting authority.
- 27.1 To avail this provision the Contractor's application must reach the enlistment authority prior three months from the date of expiry of enlistment.
- 27.2 The fee paid shall be non-refundable, in case either he found ineligible for renewal of enlistment for full term or even if he is enlisted in lower class for a period of one year.
- 27.3 To continue his/their enlistment further, he/they has/have to submit fresh application before the competent authority to obtain fresh enlistment and he/they has/have to pay full enlistment fee as applicable.
- 27.4 In case of issuing higher class of Enlistment on account of the technical partner, the applicant should fulfill the following conditions:
- (a) the technical partner should have equal share in the capital, profit & loss and remuneration;
  - (b) Technical partner should be a working partner;
  - (c) Technical partner should have minimum 5 years continuous residency in Goa and shall be available for discussion with the departmental officers as and when required.
  - (d) Technical partner should be held responsible for execution of the work and will be liable for answerable;
  - (e) in case of holding power of attorney in the partnership firm, the power of attorney holder should be a technical partner, since the higher class is given on account of technical knowledge of the partner.
  - (f) In case of resignation/demise/ /removal of the technical partner from the partnership firm, the enlistment of the firm automatically stands cancelled and non-technical partner is not entitled for continuation of the said partnership firm forthwith;
- 28.0 In case of private limited company, as the private limited company is an entity as a whole it will not be possible to consider granting enhanced enlistment based on the technical qualification of any Director. In case of private limited company the class of enlistment can be decided based on the work experience of the company only.
- 29.0 *Revision of Rules.*— The Enlistment Authority PWD/WRD may modify, add, delete and/or change any of the above Rules and the same shall be binding on all the enlisted contractors.
- 30.0 *Removal of doubts.*— If any doubt arises as to the interpretation of any of the provisions of these Rules, the matter shall be referred to the Principal Chief Engineer/Chief Engineer, PWD/WRD, who shall decide the same.
- 31.0 *Special Clause.*— Contractors already enlisted in a particular class shall be eligible to quote for the works upto the tendering limit of the said particular class only.
- 32.0 *Powers to relax.*— The Principal Chief Engineer, PWD, may, with prior approval of the Government, relax the tendering limit of 2 crore (as in table under clause 8.0) for class I contractor under Furniture category for a particular work that he may consider necessary and may allow sale of tenders of such works to contractors registered under said category, and the relaxation shall be appropriately indicated in the tender documents by the NIT approving authority.

**ANNEXURE – I****PUBLIC WORKS DEPARTMENT/WATER RESOURCES DEPARTMENT, GOVERNMENT OF GOA****APPLICATION FOR ENLISTMENT AS CONTRACTOR**

(The applicant should study carefully the Rules of Enlistment and the list of documents to be annexed with the application form before filling the form. Applications found deficient in any respect are liable to be rejected without any further correspondence)

CLASS .....

CATEGORY.....

1. Name of applicant Shri/M/s. ....

(a) Name of Firm .....

2. Nationality Indian ..... Other .....

3. Address:

Regd. Office .....

Head Office .....

4. Contact Details:

Residence No. ....

Fax No. ....

Mobile No. ....

Email Id .....

Website .....

5. PAN Number (Individual/Firm/Partnership): .....

6. Constitution Individual ..... Sole Proprietorship concern .....

Partnership Firm ..... Public Ltd. Company .....

Private Ltd. Company .....

7. Name, Photo and Signature of Individual/Partners/Director

1	2	3	4
PAN:	PAN:	PAN:	PAN:
Name & Signature	Name & Signature	Name & Signature	Name & Signature
Email ID	Email ID	Email ID	Email ID
Aadhar Card No.	Aadhar Card No.	Aadhar Card No.	Aadhar Card No.

8. Is the individual/sole proprietor/any partner/Directors of Company:

- |  |           |          |
|--|-----------|----------|
| (a) Dismissed Government Servant                                   | Yes ..... | No ..... |
| (b) Removed from approved list of Contractors                      | Yes ..... | No ..... |
| (c) Demoted to a lower class of Contractors                        | Yes ..... | No ..... |
| (d) Having business banned/suspended by any Government in the past | Yes ..... | No ..... |

- |  |           |          |
|--|-----------|----------|
| (e) Convicted by a Court of Law  | Yes ..... | No ..... |
| (f) Retired Engineer/Official from Engineering Department from Govt. of Goa within Last two years. | Yes ..... | No ..... |
| (g) Director or Partner of any Company/Firm Enlisted with PWD or any other Dept.                   | Yes ..... | No ..... |

If answer to any of the above is 'Yes' furnish details on a separate sheet.

9. (a) Name of person holding power of attorney (if any):  
 (b) Nationality Indian ..... Other .....  
 (c) Liabilities .....

10. Name of Banker with full address .....

11. Place of business .....

12. Full time technical staff in applicant's employment:

Qualification	Name & Address	Experience in Years	Date of Appointment

13. Does the applicant have sufficient T&P Machinery, Equipment and workshop as per requirements mentioned in the Enlistment Rules for the class and category applied for (Attach details on separate sheet) Yes ..... No .....
14. Does the applicant possess valid Electrical Licence (For Electrical) Yes ..... No .....
15. (a) Whether already enlisted with Goa PWD/WRD or any other Dept. Yes ..... No .....
- (b) Whether registered with other states, CPWD, MES or any other Govt. agencies, autonomous bodies, etc. if yes give details .....
- (c) If yes, give details:
- |  |       |
|--|-------|
| (i) Name of department                 | ..... |
| (ii) Class and category                | ..... |
| (iii) Enlistment authority and address | ..... |
| (iv) Enlistment No. and date           | ..... |
| (v) Date of validity                   | ..... |
| (vi) Tendering limit                   | ..... |
16. Is any person working with the applicant is a near relative of the officer/official of Goa PWD/WRD (See Rule 19 of the Enlistment Rules)  
 If answer to above is Yes, give details. Yes..... No.....
17. Details of Works completed and in progress (which were secured during the last 5 years) (to be filled in proforma as given in Annexure-III). This list should include all works done whose gross amount of work done is more than the required magnitude for the class in which registration is required.
18. Certificates from clients in original or attested as per proforma given in Annexure IV for all eligible works.

## 19. Certificates:

- (i) I/We (including all partners) certify that I/We have read the Rules of Enlistment of Contractors in Goa PWD/WRD as amended up to-date and shall abide by them.
- (ii) I/We certify that I/We will not get myself/ourselves registered as Contractor(s) in the Department under more than one name.
- (iii) I/We certify that the information given above is true to the best of our knowledge. I/We also understand that if any of the information is found wrong, I am liable to be debarred.
- (iv) I/We certify that I/none of the partners/Directors retired as an Engineer of Gazetted rank or as any Gazetted Officer employed on Engineering or Administrative duties in any engineering Department of the Government of Goa in last one years. I/We also certify that we have neither under our employment any such person nor shall I/we employ any person within one years of his retirement except with the prior permission of the Government.  
(Strike out whichever is not applicable).

Signature(s) of applicant(s) :

Name	Signature	Address
1.		
2.		
3.		
4.		
5.		
6.		

Date:

No. of documents attached .....

**ANNEXURE – II****DOCUMENTS ATTACHED FOR ENLISTMENT**

Sr. No.	Document	Yes	No
1.	Proof of constitution :		
	(a) In case of sole proprietorship/HUF: Self declaration that the applicant is the sole proprietor of the firm/Karta of HUF.		
	(b) In case of partnership firm: (submit attested copies).		
	(i) Partnership deed attested by Notary Public.		
	(ii) Form "A" or equivalent form issued by Registrar of Firms.		
	(iii) Form "B" or equivalent form issued by Registrar of Firms.		
	(iv) Form "C" or equivalent form issued by Registrar of Firms.		
	(c) In case of Private/Public Ltd. Co., Article of Association duly attested by Notary Public.		
2.	Power of attorney, if any, attested by Notary Public.		
3.	Solvency Certificate/Working Capital Certificate from scheduled bank in the pro forma given in Annexure-V-A/V-B The certificate should be on the bank's letterhead and in sealed cover and shall be addressed to the concerned Enlistment Authority		



Sr. No.	Document	Yes	No
4.	Technical Staff :		
	(i) List of full time technical staff/Designers with qualification and experience of each.		
	(ii) Attested copies of the degrees/diplomas of the technical staff/Designers.		
	(iii) Declaration from the technical staff/Designers that they are employed with the applicant.		
5.	List of M/C, T&P i.e. steel centering and shuttering, possessed by the applicant. Full details and location of workshop including details of Machines and Equipment provided and proof of sufficient stock of materials as required for Furniture category. (as per Table I of Enlistment Rules, 2017).		
6.	Attested copy of valid Electrical License.		
7.	Attested copy of Enlistment order.		
8.	List of all near relatives working in PWD/WRD, including their addresses.		
9.	Original or attested copies of certificates for works done, from concerned clients, in proforma as given in Annexure-IV.		
10.	Attested copies of award letters for works included in Annexure-III.		
11.	Valid and attested copy of Permanent Account Number of Individual. In case of partnership firm, PAN card copy of all partners.		

-----

### ANNEXURE – III

#### WORKS COMPLETED AND IN PROGRESS DURING THE LAST FIVE YEARS

(INCLUDING ALL WORKS AWARDED)

(Add additional sheets, if necessary)

Sr. No.	Name of work and Agreement No.	Date of start	Stipulated date of completion	Actual date of completion	Reasons for delay and compensation levied, if any	Tendered cost	Gross cost of completion	Net amount received	Name, designation and complete address of the authority for whom the work was done

-----

### ANNEXURE – IV

#### CLIENT'S CERTIFICATE REG. PERFORMANCE OF CONTRACTOR

Name and address of the Client.....

.....

Details of works executed by Shri/M/s.....

.....

.....

Particulars	Performance
1. Name of work with brief particulars	
2. Agreement No. and date	
3. Date of commencement of work	
4. Stipulated date of completion	
5. Actual date of completion	
6. Details of compensation levied for delay, if any	
7. Tendered amount	
8. Gross amount of the work completed	
9. Name and address of the authority under whom works executed	
10. Whether the Contractor employed qualified Engineer/ Overseer during execution of work?	
11. (i) Quality of work (indicate grading)	Outstanding/V. Good/Good/Poor
(ii) Amount of work paid on reduced rate basis, if any	
12. (i) Did the Contractor go for arbitration?	
(ii) If yes, total amount of claim	
(iii) Total amount awarded	
13. Comments on the Capabilities of the Contractor.	
(a) Technical Proficiency	Outstanding/V. Good/Good/Poor
(b) Financial Soundness	Outstanding/V. Good/Good/Poor
(c) Mobilization of adequate T & P	Outstanding/V. Good/Good/Poor
(d) Mobilization of manpower	Outstanding/V. Good/Good/Poor
(e) General behavior	Outstanding/V. Good/Good/Poor

“Countersigned”

Officer of the rank of  
Superintending Engineer  
or equivalent

Signature of the  
Reporting Officer with  
Official seal

#### ANNEXURE – V-A

#### PROFORMA FOR SOLVENCY CERTIFICATE

CLASS I-AA(Super)/I-AA/I-A/I-B.

#### SOLVENCY CERTIFICATE

This is to certify that to the best of our knowledge and information M/s ..... having partner/Directors ..... having marginally noted address, a customer of our Bank are respectable and can be treated as good for any engagement up to a limit of Rs..... (Rupees .....)

Bank Seal

(Signature with rubber stamp)  
of the Branch Manager.

**Note:-** In case of partnership firm, certificate to include names of all partners as recorded with the Bank.

**ANNEXURE - V-B**

PROFORMA FOR WORKING CAPITAL CERTIFICATE  
CLASS II/III/IV/V

**WORKING CAPITAL CERTIFICATE**

Certified that Shri/Smt./M/s. .... S/o/W/o .....  
and resident of ..... has/have been maintaining a Saving Bank Account/Current  
Account/Fixed Deposit Account with this branch of Bank since ..... and an amount not less than  
Rs..... (Rupees ..... ) has been available to the credit in his/her/their Ac-  
count No..... for the last six months.

(Signature with rubber stamp)

Bank Seal

of the Branch Manager.

*Note:-* In case of partnership firm, certificate to include names of all partners as recorded with the Bank.

**ANNEXURE – VI**

FOR CHANGE OF CONSTITUTION LIST OF DOCUMENTS/INFORMATION REQUIRED TO BE SUBMITTED

**A. DOCUMENTS TO BE SUBMITTED.**

1. Copy of proposed partnership deed duly signed/proposed Memorandum of articles.
2. Attested copy/copies of valid Permanent Account Number in respect of each proposed partner.
3. An undertaking sworn in before a 1st Class Magistrate by all the partners to the effect that the new firm will take over all assets and liabilities.
4. Dissolution deed/consent of retiring partners/death certificate in case of death of a partner.

**B. FURNISH THE FOLLOWING DETAILS IN RESPECT OF EACH PARTNER WITH WHOM CONTRACTOR'S FIRM WANT TO ENTER INTO PARTNERSHIP**

- (i) Whether he is enlisted with PWD/MES/Railway/P&T/State PWD/WRD.
- (ii) Whether he is a dismissed Government servant.
- (iii) Whether he is a partner/Director of any other firm enlisted with this Department/MES/Rly./P&T/State PWD/WRD.
- (iv) Whether he is a member of Indian Parliament or State Legislature.
- (v) Whether his name has been black-listed or removed from the approved list of Contractors or demoted to lower class or orders if any issued for banning/suspending business with him by any department in the past.
- (vi) Whether he is a dismissed/removed/retired Government servant within 1 years.
- (vii) Whether he has any relative working in PWD/WRD, if yes, give details.
- (viii) Whether he has any civil or criminal case pending in any court in India, if yes, give details.

Signature of Contractor.

**ANNEXURE - VII****APPENDIX - 54****PERFORMANCE REPORT OF CONTRACTORS**

(Refer Para 35.5)

Period of Report: 1st July, 20 ..... to 30th June, 20 .....

**Part I**

## 1. Contractor -

(a) Name	...	...	...
(b) Address	...	...	...
(c) Registered with (Department and Class and Reg. No.)			

## 2. Work -

(a) Name	...	...	...
(b) Agreement amount	...	...	...
(c) Date of start	...	...	...
(d) Date of completion	...	...	...
(e) Progress till report (approximate percentage)	...	...	...

**Part - II - Executive Engineer's Assessment**

- |   |     |     |     |
|---|-----|-----|-----|
| 1. Quality of work  | ... | ... | ... |
| (Very Good, Good, Average, Poor, Very Poor)   |     |     |     |
| (a) Materials used  | ... | ... | ... |
| (b) Structural work   | ... | ... | ... |
| (c) Finish  | ... | ... | ... |
| (d) Speed of execution  | ... | ... | ... |
| 2. Sub-standard/defective work executed   | ... | ... | ... |
| (Yes/No. If yes, approximate value below)   |     |     |     |
| (a) Defective works rejected  | ... | ... | ... |
| (b) Sub-standard work accepted at reduced rates   | ... | ... | ... |
| 3. Was work delayed ?   |     |     |     |
| (Yes/No. If yes, approximate value below)   |     |     |     |
| (a) Were reasons beyond control of Contractor ?   |     |     |     |
| (b) Was delay due to lack of Contractor's resources or lack of adequate efforts by Contractor ? |     |     |     |
| 4. Behaviour of Contractor and his employees  | ... | ... | ... |
| 5. Is Contractor financially sound ?  |     |     |     |
| (Yes/No)  |     |     |     |
| 6. Is Contractor litigious ?  |     |     |     |
| (Yes/No)  |     |     |     |
| Does he habitually prefer boosted up claims for arbitrations?                                   |     |     |     |
| (Yes/No)  |     |     |     |
| 7. Overall performance of Contractor  |     |     |     |
| (Very Good/Good/Average/Poor/Very Poor)   |     |     |     |

Signature and Date  
(Name)

Executive Engineer  
.....Division

Date:



**Part-III-Superintending Engineer's Remarks**

1. Does SE agree with EE's report and assessment? ...  
(Yes/No. Specify points of disagreement, if any)
2. SE's overall assessment of Contractor ...  
(Very Good/Good/Average/Poor/Very Poor)
3. Does SE recommend any disciplinary action against the Contractor ?  
(Warning, demotion, suspension of business for a specific period, removal from list).

Signature and Date  
(Name)  
Superintending Engineer  
..... Circle

Date:

**Part-IV-Chief Engineer's Remarks**

Signature and Date  
(Name)  
Chief Engineer  
..... Zone

**ANNEXURE – VIII****PUBLIC WORKS DEPARTMENT/WATER RESOURCES DEPARTMENT****APPLICATION FOR RENEWAL OF ENLISTMENT**

(The applicant should study carefully the Rules of Enlistment and the list of documents to be annexed with the application form before filling the form. Applications found deficient in any respect are liable to be rejected without any further correspondence)

CLASS .....

CATEGORY.....

1. Name of applicant Shri/M/s. ....  
a. Name of firm .....
2. Nationality Indian ..... Other .....
3. Address  
Regd. Office .....  
.....  
.....  
Head Office .....  
.....  
.....
4. Telephone Number ..... Fax No. ....
5. Constitution Individual ..... Sole Proprietorship concern .....  
Partnership Firm..... Public Ltd. Company .....  
Private Ltd. Company .....
6. If partnership firm, names of the partners/  
if Company, name of Directors  
1.....  
2.....

3.....  
 4.....  
 5.....  
 6.....

7. (a) Name of person holding power of attorney

(b) Nationality

Indian ..... Other .....

(c) Liabilities

8. Name of Bankers with full address

.....

9. Place of business

.....

10. Full time technical staff in applicant's employment:

Qualification	Name & Address	Experience in Years	Date of Appointment

11. Does the applicant have sufficient T&P Machinery, Equipment and workshop as per requirements mentioned in the Enlistment Rules for the class and category applied for (Attach details on separate sheet)

Yes ..... No .....

12. Does the applicant possess valid Electrical Licence (For Electrical)

Yes ..... No .....

13. (a) Details of enlistment with PWD/WRD

(i) Enlistment No. and Date

.....

(ii) Date of validity

.....

14. Is any person working with the applicant is a near relative of the officer/official of PWD/WRD (See Rule 19 of the Enlistment Rules)

If answer to above is Yes, give details.

Yes ..... No .....

15. Details of PWD/WRD Works completed and in progress (which were secured during the last 5 years) (to be filled in proforma as given in Annexure-III). This list should include ALL works done whose gross amount of work done is more than the required magnitude for the class in which registration is required.

Yes ..... No .....

16. Certificates:

- (i) I/We (including all partners) certify that I/We have read the Rules of Enlistment of Contractors in Goa PWD/WRD as amended up to-date and shall abide by them.
- (ii) I/We certify that I/We will not get myself/ourselves registered as Contractor(s) in the Department under more than one name.
- (iii) I/We certify that the information given above is true to the best of our knowledge. I/We also understand that if any of the information is found wrong, I am liable to be debarred.
- (iv) I/We certify that I/none of the partners/Directors retired as an Engineer of Gazetted rank or as any Gazetted Officer employed on Engineering or Administrative duties in any engineering Department of the Government of Goa in last one years. I/We also certify that we have neither under our

employment any such person nor shall I/we employ any person within one years of his retirement except with the prior permission of the Government.

(Strike out whichever is not applicable).

Signature(s) of applicant(s) :

Name	Signature	Address
1.		
2.		
3.		
4.		
5.		
6.		

Date:

No. of documents attached .....

#### ANNEXURE – IX

##### DOCUMENTS ATTACHED FOR RENEWAL

Sr. No.	Document	Yes	No
1.	Attested copy of Power of attorney, if any.		
2.	Working Capital Certificate/Solvency certificate in original from Schedule Bank in the proforma given in the Enlistment Rules. The certificate should be on the bank's letter head and in sealed cover and shall be addressed to the concerned Enlistment Authority.		
3.	Attested copy of valid Electrical License.		
4.	Attested copy of Enlistment order		
5.	Attested copies of award letters for works included in Annexure-III		
6.	Attested Income Tax Returns and PAN		
7.	Certificates for tenders submitted by the contractor in Annexure-X		

#### ANNEXURE – X

##### PROFORMA FOR GIVING CERTIFICATE FOR TENDERS SUBMITTED BY THE CONTRACTOR

Sub: Renewal of Contractors as Class – ( ) in PWD/WRD

Certified that M/s./Shri ..... have submitted tenders for the following works:

Name of work	Date of tender	Estimated cost put to tender	Position of tender

Signature of Executive Engineer  
with full address and office seal

**ANNEXURE-XI****DOCUMENTS ATTACHED FOR RENEWAL OF CONTRACTOR CARD**

Sr. No.	Document	Yes	No
1.	Copy of Annual Income Tax Returns filed with Income Tax Department		
2.	Copy of payroll of all Technical staff (as per Table –I of Enlistment Rules, 2020)		
3.	List of Tools & Machinery staff (as per Table –I of Enlistment Rules, 2020)		

**INSTRUCTIONS**

1. This card is not transferable
2. It should be surrendered to issuing authority incase license becomes invalid.
3. Loss of this card should be reported to the issuing authority and Police immediately.

**PUBLIC WORKS DEPARTMENT  
Government of Goa****CONTRACTOR IDENTITY CARD**

License No. \_\_\_\_\_

(Passport size photograph)  
License holder/Proprietor of firm)\_\_\_\_\_  
Specimen Signature

Issuing Authority,  
Principal Chief Engineer,  
Public Works Department,  
Altinho, Panaji, Goa.

Date of issue of license: \_\_\_\_\_  
 Date of expiry of license: \_\_\_\_\_  
 Name of License holder: \_\_\_\_\_  
 Address of Contractor: \_\_\_\_\_  
 \_\_\_\_\_

**Details of renewal of license of PWD/WRD contractors**

Name of Contractor/Agency: \_\_\_\_\_ License No. \_\_\_\_\_

The license is hereby renewed

Sr. No.	Date	Technical Staff details (as per Table I of Enlistment Rules, 2017)	Tools & Machinery (as per Table I of Enlistment Rules, 2017)	Valid Upto	Signature of Authority



Table – I Enlistment Rules 2020

Category	Class	Jurisdiction & Enlistment Authority	Engineering establishment	T & P Machinery
All types of works including Roads, buildings, WS&WWD, WR, E&M, etc. and composite works	I AA (Super)	All Goa	<p>Pvt./ Public Limited Firm having total Engineering setup including civil, Electrical &amp; Mechanical, Architectural, Design, QC wings inhouse with minimum technical staff :</p> <p>a) two Graduate Engineer (Civil) with 20 years experience</p> <p>b) two Graduate Engineer(1 Civil and 1 Elect) with 15 years experience. Atleast one with experience in structural design</p> <p>c) two Graduate Engineers with 10 years experience. One Engineer with experience in Quality Control and one Electrical engineer</p> <p>OR</p> <p>c) three diploma holder with 15 years experience. Atleast one with experience in Quality Control and one in Electrical field</p> <p>d) two diploma engineers with 10 years experience (1 electrical/ Mechanical)</p> <p>OR</p> <p>d) three diploma engineers with 5 years experience(1 electrical/ Mechanical)</p>	<p>i) Total Stations: 2 No.</p> <p>ii) Building Hoist/ Tower crane: 3 Nos</p> <p>iii) Concrete mixer of full bag capacity: 5 Nos</p> <p>iv) Sheet Shuttering 10000 sq mts in good condition (procured during last 3 years)</p> <p>v) Steel props for 25000 cu.mt. space in in good condition (procured during last 3 years)</p> <p>vi) Mortar mixer: 4 Nos</p> <p>vii) Needle vibrator: 20 Nos ( 10 : oil, 10: electric)</p> <p>viii) Beam Vibrator: 4 Nos</p> <p>ix) slab vibrator: 4 Nos</p> <p>x) Shutter vibrator: 3 No</p> <p>xi) Vibro compactor: 3 No</p> <p>xii) Batching plant: 3 No</p> <p>xiii) Wet Macadam mix plant: 2No</p> <p>xiv) Hotmix plant 40/60 MTPH: 2 No</p> <p>xv) Hydraulic sensor paver finisher: 3 Nos</p> <p>xvi) Static Road Roller: 4 Nos</p> <p>xvii) Vibrating Rollers (DD 80) : 3 No</p> <p>xviii) Truck/ Tipper: 10 Nos</p> <p>xix) Water Tanker: 4 No</p> <p>xx) Bitumin Sprayer: 4 No</p> <p>xxi) Air compressor: 3 No</p> <p>xxii) Hydraulic loader: 3 No</p> <p>xxiii) Concrete Mixer: 3 Nos</p> <p>xxiv) Concrete Vibrator: 3 Nos</p> <p>xxv) heavy earth moving machinery like JCB, breakers, wheel loads, R.R. compactor</p> <p>xxvi) Safety Equipment</p>

Category	Class	Jurisdiction & Enlistment Authority	Engineering establishment	T & P Machinery
Roads, Buildings, WS & WWWD, WR	I AA	All Goa	<p>a) one Graduate Engineer (C) with 20 years experience</p> <p>b) two Graduate Engineer(C) with 5 years experience</p> <p>c) two diploma holder with 15 years experience</p> <p>d) three diploma engineers with 5 years experience</p>	<p><u>For Building Works</u></p> <p>i) Total Stations: 2No.</p> <p>ii) Building Hoist/ Tower crane: 2 Nos</p> <p>iii) Concrete mixer of full bag capacity: 7Nos</p> <p>iv) Sheet Shuttering 12000 sq mts in good condition (procured during last 3 years)</p> <p>v) Steel props for 24000 cu.mt. space in in good condition (procured during last 3 years)</p> <p>vi) Mortar mixer: 3 Nos</p> <p>vii) Needle vibrator: 12 Nos ( 6 : oil, 6: electric)</p> <p>viii) Beam Vibrator: 3 Nos</p> <p>ix) slab vibrator: 3 Nos</p> <p>x) Shutter vibrator: 2 No</p> <p>xi) Vibro compactor: 2 No</p> <p>xii) Batching plant: 2 No</p> <p>xiii) Safety Equipment</p>
				<p><u>For Roads Works</u></p> <p>i) Wet Macadam mix plant: 1No</p> <p>ii) Hotmix plant 40/60 MTPH: 1 No</p> <p>iii) Hydraulic sensor paver finisher: 2 Nos</p> <p>iv) Static Road Roller: 3 Nos</p> <p>v) Vibrating Rollers (DD 80) : 2 No</p> <p>vi) Truck/ Tipper: 4 Nos</p> <p>vii) Water Tanker: 3 No</p> <p>viii) Bitumin Sprayer: 3 No</p> <p>ix) Air compressor: 2 No</p> <p>x) Hydraulic loader: 2 No</p> <p>xi) Concrete Mixer: 5 Nos</p> <p>xii) Concrete Vibrator: 4 Nos</p> <p>xiii) Safety Equipment</p>

Category	Class	Jurisdiction & Enlistment Authority	Engineering establishment	T & P Machinery
Roads, Buildings, WS & WWD, WR	I A	All Goa	a) one Graduate Engineer (C) with 15 years experience b) one Graduate Engineer(C) with 5 years experience c) two diploma holder with 10 years experience	<u>For WS &amp; WWD</u> i) Truck/ Tipper: 4 Nos ii) Water Tanker: 3 No iii) Air compressor: 2 No iv) Hydraulic loader: 2 No v) Concrete Mixer: 5 Nos vi) Concrete Vibrator: 4 Nos vii) heavy earth moving machinery like JCB, pneumatic breakers, wheel loader viii) Safety Equipment
				<u>For Building Works</u> i) Total Stations: 1No. ii) Building Hoist/ Tower crane: 2 Nos iii) Concrete mixer of full bag capacity: 5Nos iv) Sheet Shuttering 4000 sq mts in good condition (procured during last 3 years) v) Steel props for 12000 cu.mt. space in in good condition (procured during last 3 years) vi) Mortar mixer: 2 Nos vii) Needle vibrator: 8 Nos ( 4 : oil, 4: electric) viii) Beam Vibrator: 2 Nos ix) slab vibrator: 2 Nos x) Shutter vibrator: 1 No xi) Vibro compactor: 1 No xii) Batching plant: 1 No xiii) Safety Equipment
	I A	All Goa		<u>For Roads Works</u> i) Wet Macadam mix plant: 1No ii) Hotmix plant 40/60 MTPH: 1 No iii) Hydraulic sensor paver finisher: 2 Nos iv) Static Road Roller: 2 Nos v) Vibrating Rollers (DD 80) : 1 No vi) Truck/ Tipper: 3 Nos vii) Water Tanker: 1 No viii) Bitumin Sprayer: 1 No

Category	Class	Jurisdiction & Enlistment Authority	Engineering establishment	T & P Machinery
				ix) Air compressor: 1 No x) Hydraulic loader: 1 No xi) Concrete Mixer: 2 Nos xii) Concrete Vibrator: 3 Nos xiii) Safety Equipment  For WS & WWD i) Truck/ Tipper: 3 Nos ii) Water Tanker: 1 No iii) Air compressor: 1 No iv) Hydraulic loader: 1 No v) Concrete Mixer: 2 Nos vi) Concrete Vibrator: 3 Nos vii) heavy earth moving machinery like JCB, pneumatic breakers, wheel loader viii) Safety Equipment  <u>For W.R. Works</u> i) Total Stations: 1No. ii) Concrete mixer of full bag capacity: 5Nos iii) Sheet Shuttering 2000 sq mts in good condition (procured during last 3 years) iv) Steel props for 500 cu.mt. space in in good condition (procured during last 3 years) v) Mortar mixer: 2 Nos vi) Needle vibrator: 8 Nos ( 4 : oil, 4: electric) vii) Beam Vibrator: 2 Nos viii) Shutter vibrator: 1 No ix) Vibro compactor: 1 No x) Batching plant: 1 No



Category	Class	Jurisdiction & Enlistment Authority	Engineering establishment	T & P Machinery
Roads, Buildings, WS & WWD, WR	I B	All Goa	<p>a) One Graduate Engineer(C) with 10 years experience</p> <p>b) one diploma holder with 10 years experience</p> <p>c) two diploma engineers with 5 years experience</p>	<p><u>For Building Works</u></p> <p>i) Total Stations: 1No.</p> <p>ii) Building Hoist/ Tower crane: 1 Nos</p> <p>iii) Concrete mixer of full bag capacity: 3 Nos</p> <p>iv) Sheet Shuttering 4000 sq mts in good condition (procured during last 3 years)</p> <p>v) Steel props for 12000 cumt. space in in good condition (procured during last 3 years)</p> <p>vi) Mortar mixer: 2 Nos</p> <p>vii) Needle vibrator: 6 Nos ( 3 : oil, 3: electric)</p> <p>viii) Beam Vibrator: 2 Nos</p> <p>ix) slab vibrator: 2 Nos</p> <p>x) Shutter vibrator: 1 No</p> <p>xi) Vibro compactor: 1 No</p> <p>xii) Batching plant: 1 No</p> <p>xiii) Safety Equipment</p> <p><u>For Roads Works</u></p> <p>i) Wet Macadam mix plant: 1No</p> <p>ii) Hotmix plant 40/60 MTPH: 1 No</p> <p>iii) Hydraulic sensor paver finisher: 1 Nos</p> <p>iv) Static Road Roller: 2 Nos</p> <p>v) Vibrating Rollers (DD 80) : 1 No</p> <p>vi) Truck/ Tipper: 3 Nos</p> <p>vii) Water Tanker: 1 No</p> <p>viii) Bitumin Sprayer: 1 No</p> <p>ix) Air compressor: 1 No</p> <p>x) Hydraulic loader: 1 No</p> <p>xi) Concrete Mixer: 2 Nos</p> <p>xii) Concrete Vibrator: 2 Nos</p> <p>xiii) Safety Equipment</p>

Category	Class	Jurisdiction & Enlistment Authority	Engineering establishment	T & P Machinery
				<p><u>For WS &amp; WWD</u></p> <p>i) Truck/ Tipper: 3 Nos</p> <p>ii) Water Tanker: 1 No</p> <p>iii) Air compressor: 1 No</p> <p>iv) Hydraulic loader: 1 No</p> <p>v) Concrete Mixer: 2 Nos</p> <p>vi) Concrete Vibrator: 3 Nos</p> <p>vii) heavy earth moving machinery like JCB, pneumatic breakers, wheel loader</p> <p>xiii) Safety Equipment</p> <p><u>For W.R. Works</u></p> <p>i) Total Stations: 1No.</p> <p>ii) Concrete mixer of full bag capacity: 3 Nos</p> <p>iii) Sheet Shuttering 1000 sq mts in good condition (procured during last 3 years)</p> <p>iv) Steel props for 500 cu.mt. space in in good condition (procured during last 3 years)</p> <p>v) Mortar mixer: 2 Nos</p> <p>vi) Needle vibrator: 6 Nos ( 3 : oil, 3: electric)</p> <p>vii) Beam Vibrator: 2 Nos</p> <p>viii) Shutter vibrator: 1 No</p> <p>ix) Vibro compactor: 1 No</p> <p>x) Safety Equipment</p> <p><u>For Building Works</u></p> <p>i) Steel shuttering 300 sq mt in good condition, procured during last 3 years</p> <p>ii) Steel props for 90 cu. Mt. in good condition, procured during last 3 years</p> <p>iii) Concrete mixers of full bag capacity: 2 Nos</p> <p>iv) Mortar Mixers: 1 Nos</p> <p>v) Needle vibrator: 4 Nos (2: oil, 2: electric)</p> <p>vi) Beam Vibrator: 1 Nos</p> <p>vii) Slab vibrator: 2 Nos</p> <p>viii) vibro compactor: 1 Nos</p> <p>ix) Safety Equipment</p>
Roads, Buildings, WS & WWD, WR	II	All Goa	<p>i) one graduate engineer (C) with minimum experience of 3 years</p> <p>ii) one diploma holders (C) with 5 years experience</p>	

Category	Class	Jurisdiction & Enlistment Authority	Engineering establishment	T & P Machinery
			<p><u>For W.R. Works</u></p> <p>i) Steel shuttering 1000 sq mt in good condition, procured during last 3 years</p> <p>ii) Steel props for 500 cu. Mt. in good condition, procured during last 3 years</p> <p>iii) Concrete mixers of full bag capacity: 2 Nos</p> <p>iv) Mortar Mixers: 1 Nos</p> <p>v) Needle vibrator: 4 Nos (2: oil, 2: electric)</p> <p>vi) Beam Vibrator: 1 Nos</p>	
Roads, Buildings, WS & WWD, WR	II	All Goa	<p>i) One Graduate Engineer (C) with 1 year experience</p> <p>ii) one diploma Engineer (C) with 5 years Experience</p>	<p><u>For Roads</u></p> <p>ii) Hydraulic sensor paver finisher (give availability): 1 No</p> <p>iii) Static Road Rollers: 1 No</p> <p>iv) Vibrator Road roller (give availability): 1 No</p> <p>v) Truck/ Tipper: 1 No</p> <p>vi) Safety Equipment</p>
Roads, Buildings, WS & WWD, WR	III	All Goa	<p>one Graduate Engineer (C)</p> <p>OR</p> <p>One diploma Engineer with 3 years experience</p>	<p><u>For Building Works</u></p> <p>i) Steel shuttering 100 sq mt. in good condition procured at least in last 4 years</p> <p>ii) Steel props 30 cum. mt. in good condition procured at least in last 4 years</p> <p>iii) Concrete mixer of full bag capacity: 1 No</p> <p>iv) Mortar mixer: 1 No</p> <p>v) Needle vibrator: 2 Nos (1 oil &amp; 1 electric)</p> <p>vi) Beam vibrator: 1 No</p> <p>vii) slab vibrator: 2 Nos</p> <p>viii) Safety Equipment</p>
Roads, Buildings, WS & WWD, WR	IV	All Goa		<p><u>For Building works</u></p> <p>i) Concrete Mixer of full bag capacity: 1 No</p> <p>ii) Needle vibrator: 1 No</p> <p>iii) Slab vibrator: 1 No</p>

Category	Class	Jurisdiction & Enlistment Authority	Engineering establishment	T & P Machinery
Electrical	I-A	All Goa	a) one Graduate Engineer (C) with 15 years experience b) one Graduate Engineer(C) with 5 years experience c) two diploma holder with 10 years experience	For Electrical Works (for all ELECT classes) i) 1000 volt insulation tester for HT works ii) 500 volt insulation tester for LT works
	I-B		i) One Degree holder of recognised university in Electrical Engineering with 10 years experience ii) One diploma holder of recognised university in Electrical Engineering with 15 years experience	iii) Digital multimeter iv) Tong tester upto 1000 amps capacity
	II		One Degree holder of recognised university in Electrical Engineering with 5 years experience	v) Phase Sequence meter vi) Earth resistance Tester
			OR One diploma holder of recognised university in Electrical Engineering with 15 years experience	v) Safety Equipments
	III		One Degree holder of recognised university in Electrical Engineering	
			OR One diploma holder of recognised university in Electrical Engineering with 5 years experience	

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